

TRANSCRIPT ORDER					
1. NAME		2. PHONE NUMBER		3. DATE	
4. FIRM NAME					
5. MAILING ADDRESS		6. CITY		7. STATE	8. ZIP CODE
9. CASE NUMBER		10. JUDGE		DATES OF PROCEEDINGS	
				11.	12.
13. CASE NAME				LOCATION OF PROCEEDINGS	
				14.	15. STATE
16. ORDER FOR APPEAL NON-APPEAL		CRIMINAL CIVIL	CRIMINAL JUSTICE ACT IN FORMA PAUPERIS		BANKRUPTCY OTHER (Specify)
17. TRANSCRIPT REQUESTED (Specify portion(s) and date(s) of proceeding(s) for which transcript is requested.)					
PORTIONS	DATE(S)		PORTION(S)	DATE(S)	
VOIR DIRE			TESTIMONY (Specify)		
OPENING STATEMENT (Plaintiff)					
OPENING STATEMENT (Defendant)					
CLOSING ARGUMENT (Plaintiff)			PRE-TRIAL PROCEEDING		
CLOSING ARGUMENT (Defendant)					
OPINION OF COURT					
JURY INSTRUCTIONS			OTHER (Specify)		
SENTENCING					
BAIL HEARING					
18. ORDER					
CATEGORY	ORIGINAL + 1 (original to Court, copy to ordering party)	FIRST COPY	# OF ADDITIONAL COPIES	DELIVERY INSTRUCTIONS (Check all that apply.)	ESTIMATED COSTS
30 DAYS				PAPER COPY  PDF (e-mail)  ASCII (e-mail)	
14 DAYS					
7 DAYS(expedited)					
3 DAYS					
DAILY					
HOURLY				E-MAIL ADDRESS	
REALTIME					
CERTIFICATION (19. & 20.) By signing below, I certify that I will pay all charges (deposit plus additional).					
19. SIGNATURE	<i>Sarah S. Letzkus</i>				
20. DATE					
TRANSCRIPT TO BE PREPARED BY			ESTIMATE TOTAL		
ORDER RECEIVED		DATE	BY	PROCESSED BY	PHONE NUMBER
DEPOSIT PAID				DEPOSIT PAID	
TRANSCRIPT ORDERED				TOTAL CHARGES	
TRANSCRIPT RECEIVED				LESS DEPOSIT	
ORDERING PARTY NOTIFIED TO PICK UP TRANSCRIPT				TOTAL REFUNDED	
PARTY RECEIVED TRANSCRIPT				TOTAL DUE	